



**Delaware Open Data Council
Open Data Action Plan Subcommittee
Final Meeting Minutes
9/10/2018**

Location: DTI Conference Room A/B, 801 Silver Lake Blvd, Dover DE and
DOL 4425 N. Market Street, 3rd floor Blue Room, Wilmington, DE

Subcommittee Members:

Member Name	Present
Rhonda Lehman, DTI (Chairperson)	Y
Dana Rohrbough, DOS/GIC (Co-Chairperson)	Y
Todd Reavis, DOT	Y
Steve Yeatman, DSCYF	Y
Bob Zimmerman, DNREC	Y
Mike Mahaffie, DNREC	Y
Jessica Borcky, OGov	Y

Guests:

David Ginzberg, Open Data Delaware
Erin Wilson, DNREC

The meeting was called to order at 3:05 PM

Discuss Open Data Action Plans

Researched [federal data strategy](#). Will continue to look at other states action plans.

- Open Data Charter sets out five strategic principles:
 - Open Data by Default – foster expectations that government data be published openly while continuing to safeguard privacy;
 - Quality and Quantity – release quality, timely and well-described open data;
 - Useable by All – release as much data in as many open formats as possible;
 - Releasing Data for Improved Governance – share expertise and be transparent about data collection, standards and publishing processes; and
 - Releasing Data for Innovation – consult with users and empower future generations of innovators.

- Outlined 4 Commitments:
 - Publish open data in a discoverable, machine-readable, useful way
 - Work with the public and civil society organizations to prioritize open data sets for release
 - Support innovators and improve open data based on feedback
 - Continue to release and enhance high-priority data sets
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- Outlined specific datasets and when they anticipated they would be available. Only selected examples were included.

Delaware Open Data Action Plan

Ideas:

- Open Data Challenges
- Subcommittees we want to create
- MD - their Council does an [open data annual report](#)
- Bring other agencies not on council in the fold
- Compare Obama open data action plan to current federal open data plan
- Is this part of our Enterprise Architecture as a state? Build to open data as a default. Do we settle on one enterprise solution for open data?
- DNREC reports to NOAA or EPA – trying to get federal govt to harvest data from the state portal. Rather than feds housing all states data. DSCYF – feds regularly change what they are looking for.
- General guidelines for how data is collected. Standards for different types of data. Potentially even just specifying field separation of data such as address. Maybe keep the standard at open, machine-readable
- Open data is a target that we should shoot for as we modernize systems
- Do we want to have a goal of a number of new datasets published per quarter?
- Do we want to take the Governor's Priorities and organize some datasets within those priorities? Areas of government policy or decision-making that we want to provide data to support.
- Engagement – number of hits, etc. what is the trajectory? Is this the best way to measure engagement? What have we learned?
- Have the public look at our data and tell us what they've learned from our data. Capture these insights.
- Recognize, validate, point to, etc. when people use our data and provide insights.

- Should we include a feedback loop to ask whether the information was useful?
- Public outreach component – communication strategy, etc.
- Include links back to open data as a standardized thing. Teach PIOs to link back to open data when they are issuing news releases that pertain to open data.
- Build more Perspectives pages to show the context of the data, or how to interpret what the data is saying
- Open Data presentation at the Public Information Officers (PIO) Group
- Meet monthly at a minimum
- Can we have a public Google doc linked to from the Open Data Council website that anyone can see and continue editing it outside of meetings?
Ask DTI's DAG

Next Steps

Assignments:

- Jessica Borcky - Governor's Priorities
- Steve Yeatman – research other states, cities, county open data action plans
- Mike Mahaffie and Bob Zimmerman – using data as an architecture to deal with federal agencies
- Todd Reavis – public engagement
- Dana – Public Information Officers
- Rhonda – Bringing other agencies into the fold

Next meeting

- 3 weeks out Oct. 4th 1 hour @ 3:00 – 4:00 2 locations Carvel building – Wilmington & Dover

Note: This meeting was cancelled

Public Comment

David Ginzberg – machine-readable formats

Outreach – Open Data DE also meets in Newark. Open to expanding further.

Meet weekly Saturdays in Wilmington and Wednesdays in Newark. Want to help facilitate groups in other areas of the state. Also looking to weekend-long paid workshops.

Adjourn

The meeting adjourned at 4:00 pm.